

YUET KI (Leean) NING

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EDUCATION

UNIVERSITY OF PENNSYLVANIA, Graduate School of Education

PHILADELPHIA, PA

Master of Science in Education Policy

August 2022

- GPA: 3.97/4.0
- AEFPP Pre-Doctoral Diversity Program Affiliate

NEW YORK UNIVERSITY

NEW YORK, NY

Bachelor of Science in Early Childhood Education and Special Education (with honor)

May 2021

- Major GPA: 3.86/4.00; Minor: Applied Psychology
- NYU London (Study-abroad Program)
- NYU Shanghai (Go Local Program)

LONDON, UK

SHANGHAI, CHINA

- Honors: Member of KAPPA DELTA PI (International Honor Society in Education); NYU University Honors Scholar; Dean's List for the academic year 2017-2018

PROFESSIONAL EXPERIENCE

BASIS INTERNATIONAL SCHOOL GUANGZHOU

GUANGDONG, CHINA

Learning Enhancement Teacher

August 2024 – October 2024

- Designed Social Emotional Learning courses for 75 primary school students and deliver lessons with interactive small group activities; co-teach with other 7 expat teachers on subjects across humanities, math, engineering, music, and etc.
- Provided administrative support to the Dean's Office including designing promotional materials, analyzing enrollment data, and arranging enrichment program schedules

INGENIUS PREP

HONG KONG S.A.R.

Business Development Manager

September 2023 — May 2024

- Helped establish local office network by coordinating and partnering with 20+ local education companies, non-profit organizations, and international schools
- Managed local office's social media account by designing and posting regularly to share information, elevate public image, and ultimately attract target families

INGENIUS PREP

PHILADELPHIA, PA

Office Director in Philadelphia

October 2022 – September 2023

- Built up and managed local office from 0 to 1 by establishing partnerships with 30+ local education institutions, non-profit organizations, and Cultural Communities developing implementing public relation strategies to promote organization's image in the local market
- Compiled and provided higher education consulting service and resources to local families, benefitting 600+ families in the region through hosting events, designing marketing materials, and addressing with families' requests directly

GET IN THE GAME

(REMOTE)

Marketing Intern

February 2022 – December 2022

- Provided critical suggestions on brand articulation and website development, helping with implementation

EF KIDS & TEENS

SHANGHAI, CHINA

Assistant Teacher

June 2021 – August 2021

- Conducted Read Alouds to over 80 K-3rd grade students; aided full-time faculty by planing lessons, translating documents, and doing assessments

PS 230 DORIS L COHEN

NEW YORK, NY (REMOTE)

Student Teacher

October 2020 – May 2021

- Planned and conducted literacy assessments for a mix-grade (K, 1, 2) ICT class (24 students) with special needs
- Collaborated with 5 full-time teachers and a student teacher, and received positive feedback from mentors

NYU TEACH@HOME PROGRAM

NEW YORK, NY (REMOTE)

Facilitator

July 2020 – September 2020

- Instructed up to 10 NYC multilingual students via Zoom during COVID-19
- Addressed students' special language needs by planning and giving lessons in Chinese and English

PS 130 THE PARKSIDE SCHOOL (LOWER SCHOOL)

NEW YORK, NY

Student Teacher

February 2020 – May 2020

- Developed lesson plans including Read Alouds, number talks, and literacy sessions for kindergarten students
- Assessed students' performance and behaviors including their reading and phonological skills
- Learned from professional development workshops and seminars regarding effective teaching approaches and classroom management skills

JJB INTERNATIONAL MONTESSORI AMI CENTRE

GUANGZHOU, CHINA

Assistant Teacher

December 2019 – January 2020

- Led storytelling sessions, science lessons, and other group activities for up to 30 students in the winter camp
- Directed up to 60 two-year-old students to choose and focus on their work during the work cycle
- Proposed suggestions for planning lessons and setting the environments during headquarter meetings

TRIBECA COMMUNITY SCHOOL**NEW YORK, NY****Student Teacher**

September 2019 – December 2019

- Guided read-aloud sessions and small group activities such as observational drawings, self-portrait paintings, and dramatic plays for 30 pre-K students, following Reggio Emilia's approach(project-based)
- Organized the classroom and developed lesson plans

ST. JOHN'S UPPER HOLLOWAY C.E PRIMARY SCHOOL**LONDON, UK****Assistant Teacher**

February 2019 – May 2019

- Prepared academic sessions for 38 students in the reception class (equivalent to pre-K in the U.S.)
- Observed and reported children's behaviors and took care of children with special needs

RESEARCH EXPERIENCE**UNIVERSITY OF PENNSYLVANIA****PHILADELPHIA, PA****Education Policy Research Practicum**

January 2022– June 2022

- Analyzed and evaluated global real-life cases in the education field and deliver recommendations
- Proposed potential policy change and found substantial evidence (date, literature) to support the argument

NEW YORK UNIVERSITY**NEW YORK, NY (REMOTE)****Student in Senior Honor Seminar**

September 2020 – May 2021

- Reviewed literature on differentiated instructions and worked in groups to identify methodological strategies
- Consolidated research and presented on end-of-year research panel at the Department of Education

NEW YORK UNIVERSITY**NEW YORK, NY****Coordinator & Research Assistant for Professor Erin O'Connor**

June 2020 – March 2021

- Examined literature on the topic "Parenting Pseudoscience: Examining the Spread of Misinformation in Parent-Targeted Media"
- Coded more than 30 online articles for scientific quality and sensationalism through a designed rating system

THE UNIVERSITY OF HONG KONG (HKU)**HONG KONG, CHINA****Research Assistant at Speech and Hearing Lab**

June 2019 – August 2019

- Conducted 1-1 tests including speaking, reading, and grammar assessments on more than 90 children with Autism Spectrum Disorder(ASD) and typically developed(TD) children
- Compiled and analyzed data collected through assessments; found that children with ASD exhibited difficulties with reading comprehension and advanced Theory of Mind(ToM) skills
- Performed literature review to assistant Ph.D. students for their projects on early linguistic development

LEADERSHIP EXPERIENCE**UNIVERSITY OF PENNSYLVANIA, Graduate School of Education****PHILADELPHIA, PA****Career Development and Alumni Relations Graduate Assistant**

September 2021 – August 2022

- Designed surveys and analyzed survey results, use the statistics to set up a series of career events that are tailored to students' needs
- Liaise with the GSE and Penn Career Service Center and keep 70 master and PhD students in Education Policy posted with information about career services and resources
- Organize events related to job seeking and networking such as alumni panel, informational interview workshop, and visits to local education-related organizations

UNIVERSITY OF PENNSYLVANIA, Graduate School of Education**PHILADELPHIA, PA****Event Planning Committee, Student Government**

September 2021 – August 2022

- Designed and organized events for GSE students such as Fall Fest and Thanksgiving dinner, serving more than 300 students
- Amplify student voices within Penn GSE's community by holding workshops and coffee chats to listen to students' academic and social concerns

NEW YORK UNIVERSITY**NEW YORK, NY****Welcome Week Leader**

August 2019 – September 2019

- Facilitated diverse activities from small seminars that included only 30~50 people to marquee events that engaged more than 13,000 new and returning students around New York City

SKILLS AND INTERESTS**Languages:** English (fluent), Mandarin (native), Cantonese (fluent), Spanish (novice)**Skills:** Stata, R, Microsoft Suite, Google Suite, Zoom, Canva, and Video-editing (iMovie, VLLO)**Interests and Activities:** Basketball, Golf, Hip Hop Dance, Singing, Business Management Club